BRIGHT from the START
Georgia Department of Early Care and Learning

ANUNAL WEIGHTED CASELOAD PROCESS AND PROCEDURES
Child Care Services: Regulatory Visits

The weighted caseload factors and weights are as follows:

1. **Facility Type Weight:**

Family Child Care Learning Home = 0.66
Child Care Learning Center (with capacity under 150) = 1.00
Child Care Learning Center (with capacity 150 or over) = 1.25

2. **Complaint Investigation Weight:**

Complaint Investigation in any facility type = 0.33 (look at # of complaints during prior 12 months)
Includes complaints at unlicensed facilities.

3. **Travel Weight:**

County Caseload	Travel Multiplier
90+	1.04
40-89	1.08
28-39	1.12
14-27	1.16
0-13	1.20

Facility weight is determined by adding 0.33 for each complaint in the prior 12 months to the weight assigned based on facility type (and capacity for centers). That weight is then multiplied by the appropriate travel multiplier based on the number of facilities located in the county the child care facility is located in. This results in a total weight for each facility. These weights are then totaled for individual counties and zip codes to mix and match based on weight and geography to determine appropriate regions, and then caseloads.

Once region weights are determined, the region weight is divided by the total number of consultants working in that region. This gives the target caseload weight for that region. Finally, various counties and/or zip codes are combined in an effort to get as near the region target caseload weight as possible. This process can also be completed for large counties that have multiple consultants working in them to try to equalize caseloads within a county.

Weighted Caseload - Figuring Facility Weight Example:

Child Care Learning Center with a capacity of 125 = weight of 1.00
5 Complaint Investigations in previous 12 months = 5 x 0.33 = 1.65
Located in Fulton Co. (an Atlanta metro Co.) = travel multiplier of 1.04

1.00 (facility weight) + 1.65 (complaint weight) = 2.65 x 1.04 (travel multiplier) = 2.76

Total weight for facility = 2.76
